



Foreign Affairs Manual

1 FAM – Organization and Functions

Change Transmittal: ORG-147

Date: December 13, 2005

1 FAM 210 BUREAU OF ADMINISTRATION (A)

Changes

1. **1 FAM 210, Bureau of Administration (A):** This subchapter has been revised throughout, including the Bureau of Administration's organization chart.
2. **Change transmittal** has replaced the term, transmittal letter. Change transmittal was selected as being more appropriate in this age of electronic information transmission.
3. Revisions since the last update appear in *italic* and *dark magenta*. Other than formal titles, the italic and dark magenta will be removed the next time the material is updated. Only current changes will appear in italic and dark magenta. Italic and dark magenta provide an historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 1 FAM 210 (issued under TL:ORG-131, 06-17-2004; 52 pages) and replace it with revised subchapter 1 FAM 210 (54 pages).
2. After inserting the material in the binder, insert this change transmittal immediately following the CT (formerly TL) checklist, then fill in the entry line for CT:ORG-147, and initial.

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(A/EX/MGT)